

# LOCAL LAWS PERMIT APPLICATION

## Roadside Trading, Footpath Trading

### Part 2, Roads and Public Places



This application for a permit is to allow the following on Council land only, including land, roads, footpaths and nature strips:

- **Footpath Trading** – Any commercial activity on the footpath Eg: **Outdoor Dining**.
- **Roadside Trading** – Offering goods or services from a **temporary** roadside location Eg: Selling raffle tickets and Food trucks

#### Applicant Details

Name			
Business Name			
Postal Address			
		Postcode	
Contact Number			
Email Address			

What is your preferred method of contact?	Via post:		Via Email:	
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#### Property/Location of business

Trading Location				
Address				
	Suburb:		Postcode:	
Contact Number				

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#### Consent from neighbouring property (If applicable)

Trading Name:			
Contact Name:			
Business Address:		Postcode:	
Contact Number:			
Signature:			

#### Public Liability Insurance Details (Minimum \$20,000,000.00)

Insurance Company:	
Policy Holder Name:	
Policy Number:	
Expiry Date:	
Amount Insured For:	

#### Application Fee

Footpath Trading Final Fee	\$ - payable at time of application
Roadside Trading Final Fee	\$ - payable at time of application

#### What type of permit are you applying for? (Please select)

	Footpath Trading Permit – Please complete <b>section 1</b>
	Roadside Trading Permit – Please complete <b>section 2</b>

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### Section 1 – Footpath Trading

Name of business								
Type of business	<input type="checkbox"/>	Cafe	<input type="checkbox"/>	Produce	<input type="checkbox"/>	Retailer	<input type="checkbox"/>	Other:

#### Business Hours

Monday - Friday	from:		am / pm	to:		am / pm
Saturday	from:		am / pm	to:		am / pm
Sunday	from:		am / pm	to:		am / pm

#### Fees (2 year permit)

Item	Cost per item	Number of Items	Total Cost
Outdoor Dining			\$300.00
Displays of goods maximum 1200mm	\$200.00		
A-Frames	\$100.00		
Any other items placed out by the business (per item)	\$100.00		
Amendment to the issued permit	No charge		

### Section 2 – Roadside Trading/ ( Food Trucks) – Registered Charities Exempt from Payment

Name of business								
Type of business	<input type="checkbox"/>	Cafe	<input type="checkbox"/>	Produce	<input type="checkbox"/>	Retailer	<input type="checkbox"/>	Other:
Description of goods/services:								

#### Do you propose to stay in one location or multiple locations within Central Goldfields Shire?

<input type="checkbox"/>	One location	<input type="checkbox"/>	Multiple locations, please specify:

#### When do you propose to conduct roadside trading?

Date	Day	Start time	End time
		am / pm	am / pm
		am / pm	am / pm
		am / pm	am / pm
		am / pm	am / pm

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#### Fees

<b>Food truck</b>	
<b>Weekend</b>	<b>\$52.00</b>
<b>Quarterly</b>	<b>\$250.00</b>
<b>Yearly</b>	<b>\$900.00</b>

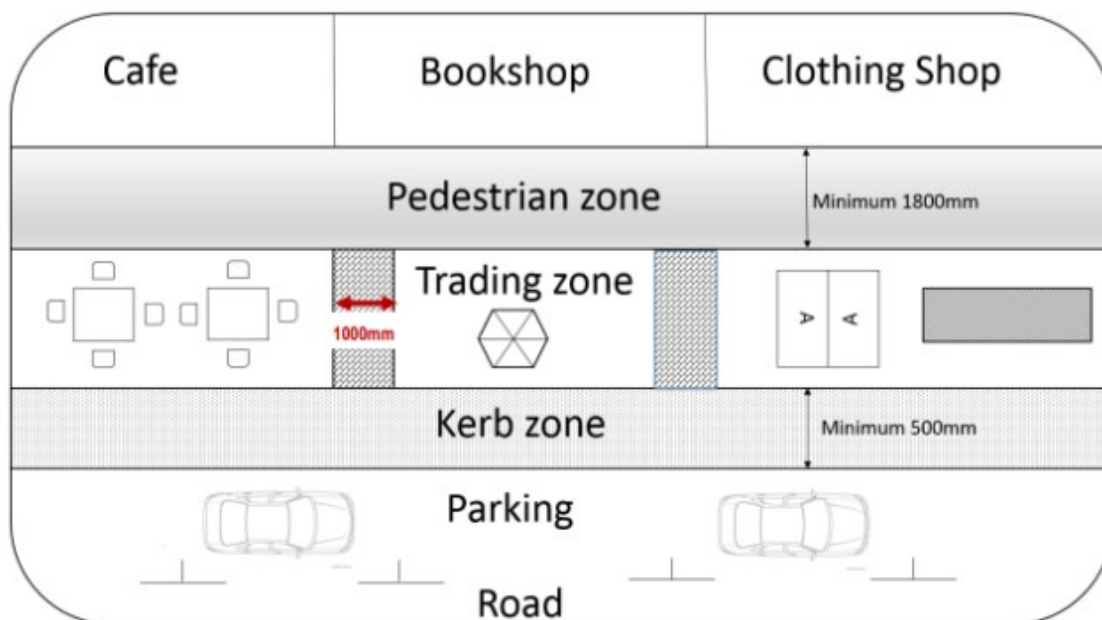
I am applying for the following to be included in my permit (please include number)

Item	Cost per Item	Number of Items	Total cost
Tables	\$25		
Chairs x 2	\$50		
Displays of goods maximum 1200mm	\$200		
A-Frames	\$58		
<b>Grand Total</b>			\$

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#### Sketch of the proposed trading

Provide a sketch of the intended locations of the tables / chairs etc in proximity of the business.

If you are intending on going beyond your property boundary, such as the footpath of a neighbouring property or roadside, make sure you include this detail in the sketch.

For guidance on minimum standards, and examples, please refer to the Outdoor Dining Code of Practice

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#### Applicants Declaration / Indemnity

I understand that the issue of a permit is subject to my payment of the applicable fee (in accordance with General Local Law – Part 2, Roads, and Public Places), Council's approval of my public liability insurance policy and receipt of written permit.

The applicant guarantees that it will comply with Central Goldfields Shire Council design/layout requirements that were specified prior to the issue of this permit and to:

- (a) Carry out the works authorised by the permit ("works")
- (b) Repair any damage to any equipment, property or asset owned by or under the control of the Council (permit for works required)
- (c) Reimburse the council any costs incurred by it, should the applicant fail to restore the site of the works to the same condition which existed prior to the commencement of work or to repair any damage to equipment, property or asset owned by or under the control of the Council.
- (d) Obey and observe any reasonable direction or demand made by the Council, its servants or agents in respect to the carrying out of the works.

The applicant, by agreeing to the terms and conditions of this application agrees to indemnify and keep indemnified, and to release and hold harmless the Central Goldfields Shire Council, its servants and agents from and against any claim, action, suit, expenses or demand of whatsoever nature (including both personal injury and damage to property) brought against the Council arising out the conduct of the works carried out by the applicant, its servants and agents (save and except if any such claim shall arise due to the negligence of the Council, its servant and agents) for the period not exceeding 12 months from the completion of the works.

I understand the above information to be true and correct to the best of my knowledge.

Signature of Applicant:

Name of Applicant:

Date:

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#### Application Requirements Checklist

To be eligible for a permit, you must provide certain information specified in this checklist. Not providing the information will result in a delay or non-approval of your permit application.

##### ☐ **Site plan for Footpath Trading and signage**

You must provide a site plan that meets the permit conditions. The permit conditions are listed on the City of Casey website. Minimum and maximum distances apply from the business shop front and roadside. Photographs and/or brochures may also be submitted to support your application.

##### ☐ **A copy of your Public Liability Insurance policy**

All applicants must hold the appropriate public liability insurance with a minimum coverage of \$20M and to include Central Goldfields Shire Council as Interested Party on the Insurance Policy.

#### **Obligation to Insure**

The Permit Holder shall at all times during the agreed Term, be the holder of a current Public Liability Policy of Insurance ("The Public Liability Policy") in respect of the activities specified herein in the name of the Permit Holder providing coverage for a minimum sum of \$10M (or more). The Public Liability Policy shall cover such risks and be subject only to such conditions and exclusions as are approved by the Council and shall extend to cover the Council in respect to claims for personal injury or property damage arising out of the negligence of the Permit holder.

#### **Councils' indemnity and to include**

The Permit Holder agrees to indemnify and to keep indemnified, the Council, its servants and agents, and each of them from and against all actions, costs, claims, charges, expenses, penalties, demands and damages whatsoever which may be brought or made or claimed against them, or any of them, in connection with the Permit Holders performance or purported performance of its obligations under this Permit and be directly related to the negligent acts, errors or omission of the Permit Holder. The Permit Holders liability to indemnify the Council shall be reduced proportionally to the extent that any act or omission of the Council, its servants or agents, contributed to the loss or liability.

##### ☐ **Trading on VicRoads land/road**

If trading on VicRoads land/road a permit must be issued from Vic Roads before applying for a Council Permit and it must be provided with this application form.

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**APPLICATION NOT VALID UNTIL PAYMENT HAS BEEN MADE AND PERMIT ISSUED**

**Payment is required at submission of application**

If all requirements are met your permit will be mailed to you at your nominated mailing address within 7-10 days.

**PRIVACY COLLECTION STATEMENT**

*The collection and handling of personal information will be conducted in accordance with Council's Privacy Policy which is displayed on Council's website and is available for inspection at Council's Customer Service Centre. Please refer to the Privacy Policy for further information.*

**OFFICE USE ONLY**

CUSTOMER SERVICE Total \$		#51090.01	
Receipt Number	Total	Date	Processed By